

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that Portland Museum of Art

Located At 7 CONGRESS SQ

Job ID: 2012-09-4874-SE

CBL: 039- B-013-001

has permission to Light structure 1 day event; PMA 09/15/12

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

Fire Prevention Officer

Jeannie Bouke 9/17/12

Code Enforcement Officer / Plan Reviewer

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
PENALTY FOR REMOVING THIS CARD

BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: buildinginspections@portlandmaine.gov

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



PORTLAND MAINE

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Director of Planning and Urban Development
Jeff Levine

Job ID: 2012-09-4874-SE

Located At: 7 CONGRESS SQ

CBL: 039- B-013-001

Conditions of Approval:

Zoning

1. This permit is being issued with the condition that the light towers need to be located on the property of the Portland Museum of Art and not in the public right of way.
2. This permit is being issued with the condition that the light towers be erected and removed on September 15, 2012. The light towers should be removed as soon as the reception for the Winslow Homer exhibit is over.

Building

1. Permit approved based on the plans submitted and reviewed w/owner/ contractor, with additional information as agreed on and as noted on plans.
2. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
3. This permit DOES NOT authorize any construction activities. The tent/staging must be removed at the end of the event.

Fire

1. This permit is to install two exterior light towers adjacent to the main entrance only.
2. No means of egress shall be affected by this renovation.
3. The installation shall comply with NFPA 70, *National Electrical Code* (2011 edition) as amended by the State of Maine.

City of Portland, Maine - Building or Use Permit Application

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2012-09-4874-SE	Date Applied: 9/4/2012	CBL: 039- B-013-001	
Location of Construction: 7 CONGRESS SQ - Portland Museum of Art	Owner Name: PORTLAND MUSEUM OF ART	Owner Address: 7 CONGRESS ST PORTLAND, ME 04101	Phone: 207-775-6148
Business Name:	Contractor Name: Beautiful Days Events – Tyler Briggs	Contractor Address: 177 Belle Marsh Rd., South Berwick, ME 03908	Phone: 207-951-1820
Lessee/Buyer's Name:	Phone:	Permit Type: SP EVT - Special Event	Zone: B-3
Past Use: Portland Museum of Art	Proposed Use: Same – Portland Museum of Art – install two light towers by entrance as part of opening celebration of Winslow Homer exhibit – erected and removed on September 15, 2012	Cost of Work:	CEO District:
		Fire Dept: 9/6/12 <input checked="" type="checkbox"/> Approved w/ conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: U Type: NA MUBEL '09
Proposed Project Description: 2 Light structures 1 day event		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Brad		Zoning Approval	

	Special Zone or Reviews	Zoning Appeal	Historic Preservation
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.	<input type="checkbox"/> Shoreland	<input type="checkbox"/> Variance	<input type="checkbox"/> Not in Dist or Landmark
2. Building Permits do not include plumbing, septic or electrical work.	<input type="checkbox"/> Wetlands	<input type="checkbox"/> Miscellaneous	<input checked="" type="checkbox"/> Does not Require Review
3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.	<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Requires Review
	<input type="checkbox"/> Subdivision	<input type="checkbox"/> Interpretation	<input type="checkbox"/> Approved
	<input type="checkbox"/> Site Plan	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Conditions
	<input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied
	Date: <i>Ok w/condition</i> 9/4/12 <i>ABM</i>	Date:	Date: <i>ABM</i>

CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE



Tent/Canopy or Temporary Event Staging Permit Application

Entered 9/4/12
 (33)

2012-09-4874-SE

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address/Park of Installation: 7 Congress Square, Portland, ME (Main Street)		
Date of Set up/Event: September 15, 2012		Date of Breakdown/ End of Event: September 15, 2012
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 039 B013 001	Property Owner: PMA	Telephone: 207-775-6148
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: Beautiful Page 177 Belle Marsh Rd. S. Berwick, ME 03908	Fee: \$30.00
<p>The permit fee and the following items must be completed and submitted along with this application in order to receive a permit.</p> <p>1. Certificate of Flammability X</p> <p>2. Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks & Public Space from Parks & Recreation (756-8275).</p> <p>3. Company name of installer (contact info). Headlight AV / Jason Hunt</p> <p>4. Plot Plan showing the following: Tent/Canopy or temporary event staging locations, including dimensions, exits and entrances of proposed and existing, parking and existing building locations. If this is temporary staging, you will need to include product information. (Applicant may call Parks & Recreation for maps of Portland's Parks @ 756-8275).</p> <p>5. If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00</p> <p>Who should we contact when permit is ready: Tyler Briggs - 207-951-1820 -</p> <p>Address: 177 Belle Marsh Rd. Telephone: / S. Berwick, ME 03908</p>		
Please submit all of the information outlined in the Tent/Canopy and Event Staging Permit Application as one package. Failure to do so will result in the automatic denial of your permit.		

RECEIVED
 SEP 24 2012
 Dept. of Building Inspections
 City of Portland, Maine

Please Call

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at www.portlandmaine.gov, stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant:	Date: 9/4/12
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This is not a permit; you may not commence ANY work until the permit is issued.



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Receipts Details:

Tender Information: Check , Check Number: 1009

Tender Amount: 30.00

Receipt Header:

Cashier Id: bsaucier

Receipt Date: 9/4/2012

Receipt Number: 47810

Receipt Details:

Referance ID:	7892	Fee Type:	BP-Tent/Event
Receipt Number:	0	Payment Date:	
Transaction Amount:	30.00	Charge Amount:	30.00
Job ID: Job ID: 2012-09-4874-SE - Light structure 1 day event			
Additional Comments: 7 Congress Sq. PMA			

Thank You for your Payment!

Narrative Describing the Purpose of Equipment
For Use During the Portland Museum of Art's
Winslow Homer Celebration Event on September 15, 2012

RECEIVED

SEP - 4 2012

**Dept. of Building Inspections
City of Portland Maine**

Written by:

Jason Hewitt

Headlight Audio Visual

632-4652

September 4, 2012

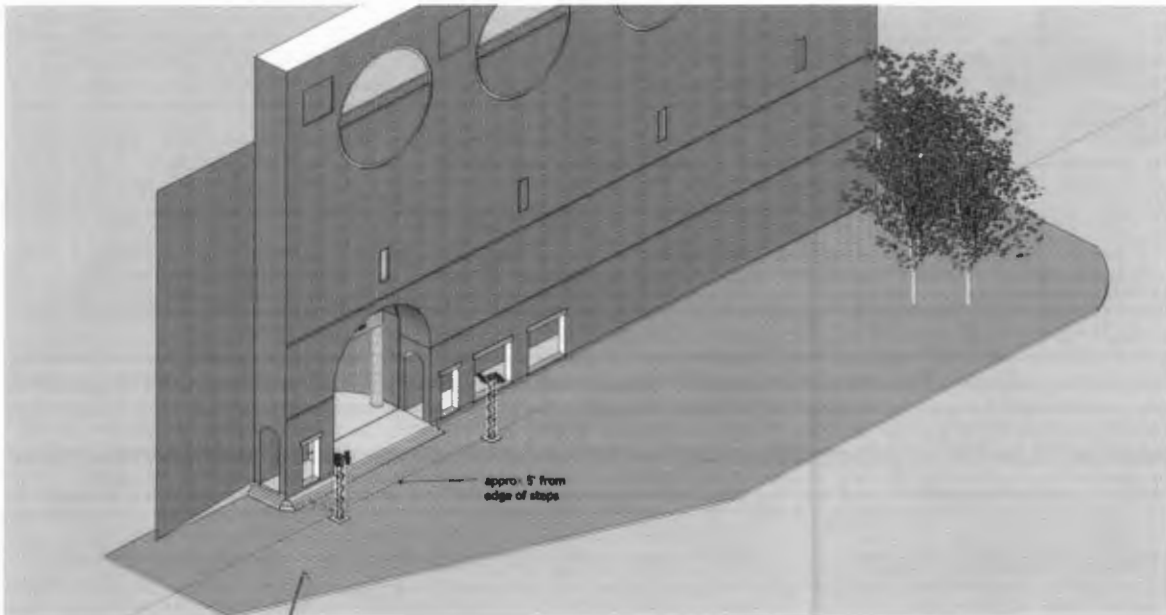
The purpose of this narrative is to describe Headlight Audio Visual's basis and intent of the service and gear for the Portland Museum of Art's Winslow Homer Celebration on September 15, 2012 as contracted by the Portland Museum of Art. This narrative will only pertain to the service and gear that is allocated for the exterior of the museum on the Free Street side.

Headlight Audio Visual will temporarily erect (2) 15' lighting trusses to be stood vertically on weighted 21" x 24" bases. These lighting trusses will stand on the sidewalk to each side of the main entrance to the museum. The distance of each truss will be placed about 5 feet from the building. This measurement is taken from the outside edge of the truss base. These trusses will be free-standing and will in no way be attached to the building. (See attached pictures)

On each of the lighting trusses there will be (4) lighting instruments for a total of (8). (2) of these lights are dedicated to illuminating the sign on the exterior of the building directly above the main entrance. The remaining (6) lights are dedicated to color wash inside the area around the main entrance.

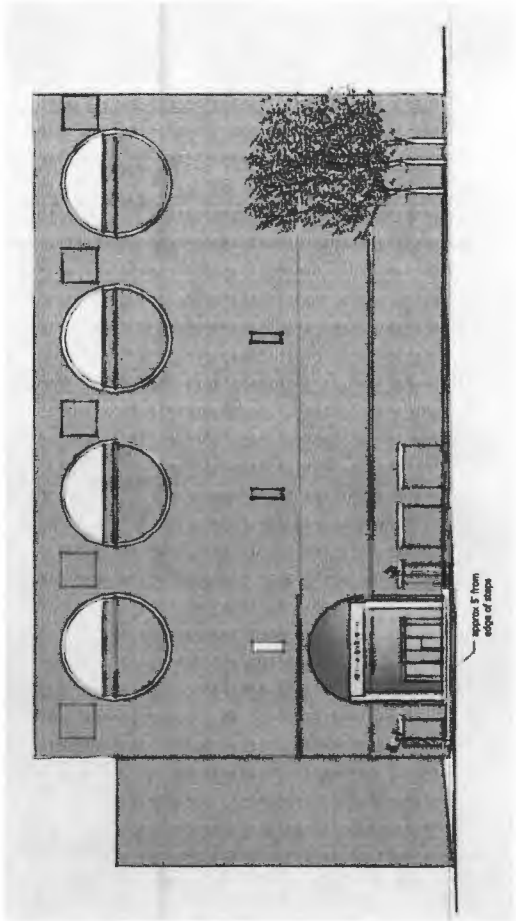
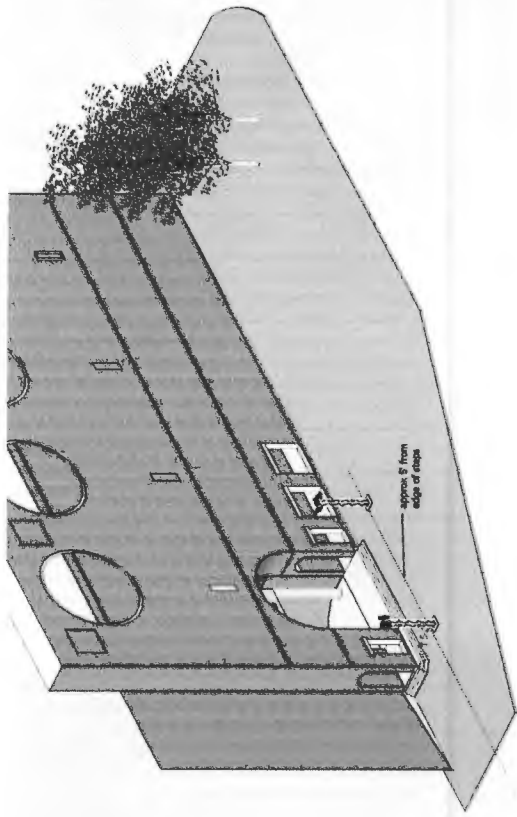
The lights will be powered by a generator that will be placed on the inside of the fence between the Portland Museum of Art and The Children's Museum and Theater of Maine, 142 Free Street.

All of the work will take place on September 15, 2012.



power cords to run along building
& 2 Locations will cross path
matts to be used to cover

per Jason H.
9/5/12



**Inventory of Equipment For Use During the Portland Museum of Art's
Winslow Homer Celebration Event on September 15, 2012**

Written by:

Jason Hewitt

Headlight Audio Visual

632-4652

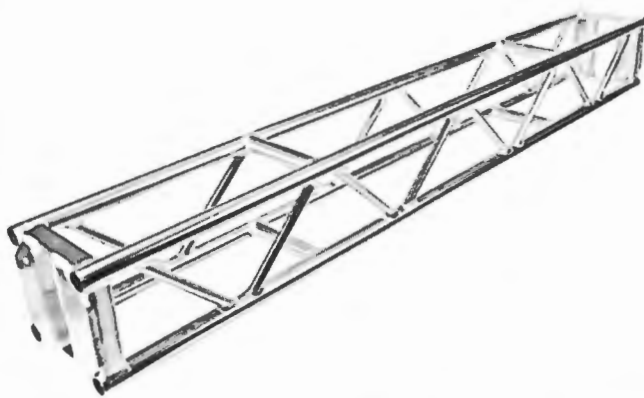
September 4, 2012

Purpose: To provide a detailed inventory of equipment and gear that Headlight Audio Visual will temporarily stage for illuminating the exterior of the Portland Museum of Art, 7 Congress Square, Portland, Maine.

(2) -12" x 12" Square Aluminum Lighting Truss 15 feet in length stood vertically on 21" x 24" aluminum bases. Approximately 100 pounds each in weight.

Standard Box Truss

12' x 12' Plated All Purpose



FEATURES

- High Pressure Aluminum Tubing
- 1.9 OD 6061-T6 Aluminum Tube
- 1/4" x 40" Screws
- 1/4" Thickness
- 1.05 OD Aluminum Bracing
- Fabricated By Certified Welders
- Custom Lengths and Corners Available
- Available With Steel Spigots
- Powder Coating Available

ALL PURPOSE BOX TRUSS CORNER ADAPTERS

- 5-Via Corner Block
- 45 Degree Corner

12" X 12" AP BOX ORDERING INFORMATION

Item Number	Dimensions	Weight
11-12-12C	12" x 12" x 10'	55 lbs
11-12-096	12" x 12" x 9'	50 lbs
11-12-06C	12" x 12" x 5'	35 lbs
11-12-03C	12" x 12" x 2.5'	23 lbs

WEIGHT LOADING INFORMATION

Length	Rated Allowable Load Data	
	Uniform Distribution	Center Point Load
10' Span	6040 lbs	2940 lbs
20' Span	4240 lbs	2122 lbs
30' Span	2820 lbs	1364 lbs

Jeanie Bourke - RE: specifications for truss base - Portland Museum of Art Event September 15

From: "Jason Hewitt" <jhewitt@headlightav.com>
To: "Jeanie Bourke" <JMB@portlandmaine.gov>
Date: 9/5/2012 3:43 PM
Subject: RE: specifications for truss base - Portland Museum of Art Event September 15

Yes that is correct.

Jason Hewitt
Assistant Rental and Production Manager



74 Evergreen Drive
Portland, ME 04103
207-774-5998 main
800-318-0829 toll-free
207-518-6442 direct
jhewitt@headlightav.com

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SEP 05 2012
Dept. of Building Inspections
City of Portland Maine

From: Jeanie Bourke [mailto:JMB@portlandmaine.gov]
Sent: Wednesday, September 05, 2012 2:39 PM
To: Jason Hewitt
Cc: Tyler Briggs
Subject: Re: specifications for truss base - Portland Museum of Art Event September 15

Thank you Jason, and I believe you stated the truss will be bolted at 4 locations to the plate?
Jeanie

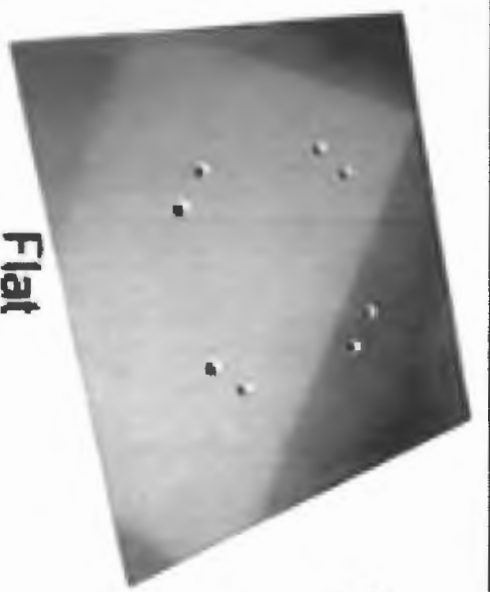
Jeanie Bourke
CEO/LPI/Plan Reviewer

City of Portland
Planning & Urban Development Dept./ Inspections Division
389 Congress St. Rm 315
Portland, ME 04101
jmb@portlandmaine.gov
Direct: (207) 874-8715
Office: (207) 874-8703

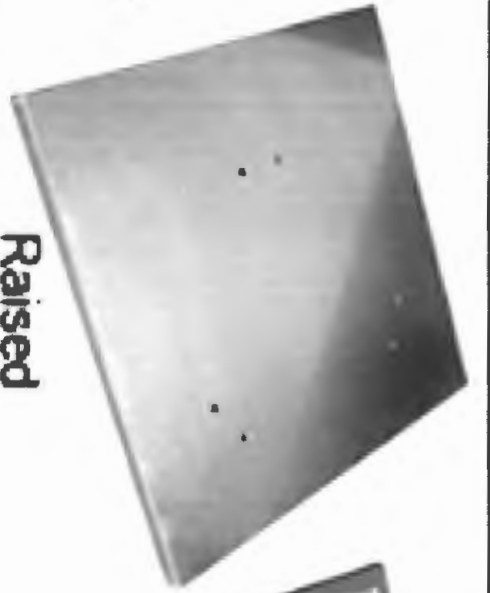
>>> "Jason Hewitt" <jhewitt@headlightav.com> 9/5/2012 1:12 PM >>>
Hi Jeanie,

Attached is picture and description of the truss bases. We will place (3) 25lbs sand bags on each of the bases.
Let me know if I can help out in any other way.

Best,
Jason



Flat



Raised



Raised
(underside)

FEATURES

- **Flat Style** - 1/4" Thick Aluminum Plate with Counter Sunk Bolt Holes
- **Raised Style** - 1/4" Thick Aluminum Plate with 1" Square Tubing Welded Along Bottom Edge
- Can Be Drilled Center Or Offset
- Fabricated By Certified Welders
- Custom Sizes, Shapes and Drill Patterns Available
- Powder Coating Available

FLOOR PLATE ORDERING INFORMATION

Item Number	Dimensions	Weight
14-14-001	14" x 14" Flat Style	7 lbs.
14-14-002	14" x 14" Raised Style	8 lbs.
14-24-001	24" x 24" Flat Style	14 lbs.
14-24-002	24" x 24" Raised Style	18 lbs.
14-36-001	36" x 36" Flat Style	39 lbs.
14-36-002	36" x 36" Raised Style	40 lbs.
14-48-002	48" x 48" Raised Style	50 lbs.

NOTE

- Please specify size, style and truss hole pattern required when ordering

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 SEP 05 2012
 Dept of Building Inspections
 City of Portland Maine